USCIS STEM OPT Extension Application Checklist

The links to all documents and forms are listed on the ISSO website.

___ 1. Original Form G-1145 to allow USCIS to notify you when they accept your application (not a copy)

___ 2. Original Form I-765, signed in dark blue or black ink only (not a copy). Must include all pages of I-765, even if pages are blank.

___ 3. $410 USCIS fee. Pay with personal check from a U.S. checking account, cashier's check from a bank, or money order, payable to the "U.S. Department of Homeland Security." Write "USCIS I-765" in the memo line (use our sample personal check as a guide). We do not recommend using the Credit Card form G-1450 due to reported issues.

___ 4. A signed and dated copy of your STEM OPT Extension I-20 and copies of all previously-issued I-20s (no originals). If you do not have all your I-20s and are unable to obtain copies from the school that issued them, attach a brief explanation of your F-1 status history. See a sample letter on the ISSO website.

___ 5. Copy of Passport Identification page (valid 6 months into the future)

___ 6. Copy of F-1 entry visa (Canadians are exempt). If you changed your status to F-1 in the U.S. and don't have a visa, include your Change of Status approval notice.

___ 7. Copy of your most recent I-94 arrival record (click “Get Most Recent I-94” at i94.cbp.dhs.gov)

___ 8. Two U.S. passport style photos using standards from the Department of State website and be aware that [1] photos cannot be more than 30 days old when you send the application and [2] you should write your name on the back of each photo in pencil. [3] You can take your photos at UPS Stores (603 West 115th Street & 42 Tiemann Place), among other places.

___ 9. Photocopy of both sides of your current OPT EAD card and any previously issued EAD card(s)

___ 10. Digital/electronic or paper diploma (a copy of either is acceptable) which shows your degree and the date it was awarded. You must include your transcript with it as evidence of having completed a STEM degree on the government list.

___ 11. E-transcript or paper transcript (a copy of either is acceptable) of your degree program of study in a designated STEM field